



## **Joining Instructions**

**IDLS2010**

**8 - 10 September 2010**

**Lillestrøm Norway**





Dear Delegate

We are delighted that you are joining us for the Tenth Anniversary of the International Data Links Society Symposium (IDLS2010).

We hope that the information included in these joining instructions will help you plan your trip and enjoy your time in Norway.

As always, it will be possible to beat the Wednesday morning registration rush. If you arrive in Lillestrøm on Tuesday 7 September you will be able to collect your name badge and Welcome Pack from the Conference Centre between 16:00 and 18:00 hrs.

You will also be able to join the Committee for an informal Meet 'n' Greet networking event (17.00 to 1830 hrs).

The registration desk will open at 08:00 hrs on Wednesday morning.

Yours sincerely

IDLSoc Events Committee



## Travel Information

### Oslo Airport - Gardenmoen - Arrival

Oslo Airport (Gardenmoen) is the largest airport in Norway and lies 47 km north of Oslo

Oslo Airport offers a number of shops, cafés, restaurants and travel-related services. Opening hours may vary, but the duty-free shops are open 24 hours - they are located in the International Departures Hall and in the International Arrivals Hall.

There is an Information desk in the Arrivals Hall and both passenger and tourist information services are available. Wireless Internet is available in all public areas of the terminal.

There are several means of travelling to and from the Airport.



### Airport Express Train (Flytoget)

The Flytoget, the Airport Express Train will offer the best means of transportation to and from Oslo Airport. It leaves from inside the Oslo Airport terminal building, 70 metres to the right after leaving the Custom Area in the Arrival Hall. This service offers punctuality, security and the most frequently used method of travelling between the Airport and Oslo. The Flytoget is also one of the fastest airport trains in the world, travelling at a speed of 210 km/h.

The train, departing every ten minutes, takes you Oslo Central Station in 19 minutes. **Every second train also stops at Lillestrøm (Norway Trade Fairs).**



## Tickets

There are ticket vending machines at every station, which both accept cash and cards. In addition, there are machines at the Arrival Hall for both Domestic and International travels.

## Fares

Stations	Single Ticket	Discount tickets
Oslo Central	85,-	Students, Service
Lillestrøm	65,-	Men/Women in Army

A service fee of 30 NOK will be charged for each ticket sold at the ticket desk. Discount tickets will have a 15 NOK fee. These fees are independent of the purchase and desired destination.

- All discount tickets have to be purchased at the ticket vending machines.
- A service man/woman of the Army travels at half price as long as a valid ID card is presented.

## E-ticket journey – Travel light without cash

You do not need to buy a normal ticket, just use your credit card. Register your credit card at [www.flytogetkwittering.no](http://www.flytogetkwittering.no) and you will automatically get your receipts sent directly to your e-mail address within 24 hours.

In addition you will have access to your travel history for all journeys done with your registered card. If you use more than one credit card you will have to register each card separately the first time you use it. If you are not registered within the time you travel, you will get your receipt as usual, on your statements from us rather from your bank or your credit card company. Our pages are secured with the standard Secure Socket Layer (SSL), which is currently used for e-commerce solution on the Internet. In addition, your credit card details are encrypted.

## How it works

If you are travelling from Oslo Airport you will find the card readers in the Arrival Hall before the stairway to the platform, and you simply swipe your card through the reader and choose



your destination. The correct price will be charged to your card. This is all you need to do. You do not need to swipe your card at your arrival.

When travelling in the opposite direction, from Lillestrøm to the Airport, simply swipe your card through a card reader at the station before getting on board. This is how we know which station your journey starts from and how much to charge you. When you arrive at Oslo Airport – Gardermoen, swipe the same card on any card reader to get through the gate.

You will find the card reader near the Airport Express Train ticket vending machines at every station.

***You will incur an extra charge – if you fail to swipe the card before getting on board***

If you get on board without swiping a card through a card reader you will be charged NOK 200. This is because we will not be able to identify which station you travelled from.

## **Taxi to and from the Airport**

If you want to take a taxi from the Airport, we recommend you go to the taxi information desk in the Arrivals Hall. The taxi information desk has information about the different companies' fixed rates to different destinations in Norway. They can also book a taxi for you. The taxi rank is immediately outside the Arrivals Hall. You can usually find a taxi from most taxi companies there.

## **Car Rental**

The car rental companies Avis, Budget, Europcar, Hertz and SIXT have desks on the western side of the Arrival area, near the railway station.



Opening hours vary from company to company, but most of them are open between 07.00–23.30 Monday to Friday, 08.30–19.00 Saturday and 09.00–23.30 Sunday.



### **Car rental return**

On return, hired cars should be parked in the Area 4c in the multi-storey car park located next to the terminal. Follow signs «Rental car return». **Key drop-off must be made at the car rental counters in the Arrival Hall.**

**If you are considering hiring a car please read the item on Driving under General Information.**

### **Passports, Visas, Customs**

**Visas, Entry/Exit Requirements:** Norway is party to the Schengen Agreement. This means most nationalities may enter Norway for up to 90 days for tourist or business purposes without a visa. For further details about travel into and within Schengen countries and for the most current visa information please consult your respective ministry for foreign affairs or the Norwegian Embassy in your country

### **Oslo Airport - Gardenmoen – Departure**

More and more airlines are providing the Self Service check-in for their passengers.

#### **How does it work?**

1. Insert your passport, credit card or airline card into the scanner on the machine. You may also enter your reference number.
2. Supply the required information.
3. Some airlines allow you to change your seating, if desired.
4. Collect your boarding pass and luggage tag if these are provided. Fix the luggage tag to your luggage in accordance with the provided instructions.
5. If you have luggage to check in, proceed to the designated luggage drop point.



## Event Information

### Programme

There are currently no programme changes, and all sessions will run according to plan. Please do your best to arrive in good time to allow for registration, collection of delegate packs and badges etc. An official delegate badge is required in order to enter the conference rooms and **it should be worn at all times.**

### Meals

Lunch and tea / coffee will be provided during the day.

### Annual Meeting of Members

Members are reminded that the IDLSoc Annual Meeting of Members is scheduled to take place at 08:30hrs on Thursday 9 September.

### Mobiles

Please ensure that your mobile is switched off during conference proceedings.

### Dress

The recommended dress for the Symposium is:

Military Uniformed Personnel: Summer/Winter dress of the day or equivalent business attire for Symposium Sessions. Smart casual attire for social events.

Civilian Personnel: Smart casual attire for Symposium sessions. Smart casual attire for other social events.

### Event Website

Updated information on the Symposium programme, the exhibition and the demonstration can be found on the official IDLS 2010 website at [www.idls2010.com](http://www.idls2010.com)

### IDL Society Website

The IDL Society website is [www.idlsoc.com](http://www.idlsoc.com). Presentations from IDLS 2010 will be posted in the members' area of this website.



### **Internet**

A free wireless Internet service is available to members of the Society in the Exhibition Hall. To gain access to this network please visit the IDLSoc Stand to get an access code.

Those of you staying in the Thon Hotel will also be able to access free wireless internet service while you are in the hotel.

### **Insurance**

Exhibitors **must** arrange their own insurance coverage, as the Norges Varemesse Exhibition Centre, Norway and the organiser of IDLS 2010 are not liable for theft, damage, or loss of an exhibitor's property.

### **Security**

Security guards will be patrolling the Centre from 07.00 hrs Monday 6 September. They will be responsible for monitoring access to the event and unauthorised access to areas within the venue.

Security is everyone's responsibility, so any persons not displaying name badges should be reported to the organiser and/or security staff.

Each exhibitor must take responsibility for the security of all items in their booth or any items stored at the venue.

The International Data Links Society, Dot-The-Eye Ltd, the Norges Varemesse Exhibition Centre, and the security guards will try to guard against theft and damage, but the ultimate responsibility lies with the exhibitor.



## General Information

### Time Zone

Norway operates on Greenwich Mean Time (GMT) plus 1 hour (GMT +2 during daylight saving time, Summer months). Norway is in the same time zone as Germany, Italy, and France.

### Medical Insurance

Healthcare in Norway is very expensive and healthcare providers sometimes require payment at time of service. Please ensure that your medical insurance will cover any emergencies that might arise.

### Electricity

The electrical current in Norway is 220V to 230V at 50Hz AC. Outlets (wall sockets) are the non-grounded, CEE-7/16 "Europlug" types C & F (continental two-pin plugs).

Generally speaking, UK standard plugs need an adaptor and American and Canadian travellers should pack an adaptor and a converter for these outlets if they plan to use North American electrical equipment in Norway.

Tip: It is not advisable to bring any type of hair dryer to Norway as they are to match up with a suitable converter. The Thon Hotel has hairdryers in all its rooms.

### Safety and Security

Norway remains largely free of terrorist incidents; in July 2010, however, As with other countries in the Schengen area, Norway's open borders with its Western European neighbours allow the possibility of terrorists entering/exiting the country with anonymity. Delegates are reminded to exercise caution and remain vigilant with regard to their personal security.

### Currency

The official currency is Norwegian Krone (NOK) divided into 100 ore. You cannot use Euros in Norway. Foreign currency, including Euros, and travellers' cheques can be exchanged at banks and major post offices, as well as many hotels and travel agents, although for poorer rates.



ATMs are available in all towns and cities. Larger establishments accept major credit cards and travellers cheques. Use of credit cards is widespread, with Eurocard/Mastercard, Visa, American Express and Diners Club the most common. (Do you accept **credit cards**? = Tar dere kredittkort? ...) **BUT, credit cards are not generally accepted as a means of payment in Norwegian supermarkets and petrol stations**

### Currency Exchange Rates

**NOK 1.00 =** US\$ 0.16 £ 0.10 C\$ 0.16 A\$ 0.17 R 1.19 € 0.12 NZ\$ 0.22

*Note: These currency exchange rates should only be used as a guideline, they were accurate at the point that this document went to the printers.*

### Driving

The maintenance and condition of urban roads is generally good. Rural road conditions are fair and the availability of roadside assistance is limited. Most roadways beyond the city limits of Oslo and other major cities tend to be simple two-lane roads.

Norwegian law requires that drivers always use headlights when driving. Norwegian law also requires drivers to yield to vehicles coming from the right. In some, but not all, instances, major roads with "right of way" are marked. Seatbelts are mandatory for drivers and passengers. It is illegal to use a hand-held cell phone while driving; violators face a 1,300 kroner (approximately \$215) fine.

**Norway has some of the strictest laws in Europe concerning driving under the influence of alcohol; those laws prescribe heavy penalties for drivers convicted of having even a low blood alcohol level. Frequent road checks with mandatory breathalyzer tests and the promise of stiff jail sentences encourage alcohol-free driving. The maximum legal blood alcohol content level for driving a car in Norway is .02 per cent.**

**Automatic cameras placed by the police along roadways help to maintain speed limits, which are often lower than in other European countries. Fines – and sometimes even jail time – are imposed for violations.**



### **Tipping**

In Norway, tipping is appreciated by service staff and tips in Norway should be in the **6-10%** of your total bill. So, if you feel you've received outstanding service, leave a nice tip.

When you tip in Norwegian restaurants, you can leave your **tip by rounding up** the amount of the bill. For example, if the bill for your dinner is 93.60 and you received good service, it would be appropriate for you to leave a total of 100 Norwegian krone.

Note that taxi drivers may receive a tip that is a little higher. This is also given by rounding up to the nearest even amount, e.g. for a charge of 73.50, simply give 80.00 even.